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The Commonwealth of Massachusetts

Department of Public Safety

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Mary Elizabeth Heffernan
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Thomas G. Gatzunis, P.E.
Commissioner

July 31, 2012

VIA FIRST CLASS MAIL

MuckRock News
DEPT MR 1405
PO Box 55819
Boston, MA 02205-5819

RE: Public Records Request

Greetings,

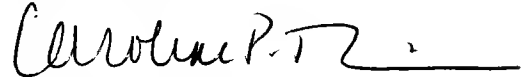
The Department of Public Safety ("Department") received your public records request dated June 28, 2012, and it has been referred to me for response. You requested "a copy of any Architectural Access Board complaint(s) submitted between January 1, 2003 and June 30, 2011 regarding the Somerville City Hall facility, 93 Highland Avenue, Somerville, MA; plus, any AAB decisions related to such complaint(s)."

I write to provide you with the status of your request and an estimate of the cost of producing these documents. A custodian may charge for the time it takes to search for and segregate documents responsive to a public records request. *See* 950 CMR 32.06(1)(c). The regulations provide that the custodian must charge the hourly rate of the lowest paid employee capable of performing the task. *See Id.* The rate costs associated with this request will be \$20 an hour. The estimated total search and segregation time is 3 hours. Therefore, the cost of searching for and segregating these documents is \$60.

Additionally, a custodian may charge for the actual cost to reproduce public records not susceptible to ordinary means of reproduction. *See* 950 CMR 32.06(1)(f). A custodian may charge \$.20 per page for the costs associated with photocopying records *See* 950 CMR 32.06(1)(f). It is estimated that your request can be provided to you on 170 pages. Therefore, the cost for producing your requested documents is \$14.00. Please bear in mind that this is only an estimate; the final, actual cost may be greater.

If you wish for a copy of these documents, please send a check for \$74.00 payable to the "Commonwealth of Massachusetts" to my attention. Upon receipt of payment, this office will begin to process your request.

Very truly yours,

A handwritten signature in black ink, appearing to read "Caroline P. Torrisi", followed by a horizontal line.

Caroline P. Torrisi
Assistant General Counsel